

# DEVELOPMENTAL DISABILITIES RESOURCE BOARD

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April 27, 2012

Mrs. Sherri Chapman  
Office of Clay Co. Clerk  
One Courthouse Square - Adm. Bldg.  
Liberty, MO 64068

Dear Ms. Chapman:

Enclosed are copies of meeting minutes approved at the 04/24/12 board meeting:

March 27 Regular Board Meeting

Thanks for your help in placing these minutes in your files.

Sincerely,



Charles Washburn  
Executive Director

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**MINUTES OF  
DEVELOPMENTAL DISABILITIES RESOURCE BOARD  
OF CLAY COUNTY**

**March 27, 2012**

The March meeting of the Developmental Disabilities Resource Board of Clay County was called to order at approximately 6:30 p.m. at the executive office, 920 S. Kent, Liberty, Missouri by Lorry Kelly, Chairman.

Present were: Stephen Elliott, Norm Guettermann, Lorry Kelly, Mary Olshefski, Gary Steinman, William Taylor, Linda Thomas and Linda Weisbach. Karla Arnold was excused. Also present was Charles Washburn, Executive Director.

Guests present and signing in:

Wendy Witcig	Triality	Linda Holland	CHS
Barbara Griggs	Concerned Care	Ann Graff	CHS
Andrea McKown	NEEC	James Landrum	TNC
Randy Hylton	VSI	Joan Ibale	TNC
Jim Huffman	Concerned Care		

**ANNOUNCEMENTS / INTRODUCTIONS / CORRESPONDENCE**

**Correspondence:**

- CCVI Feb 2012 newsletter
- Triality 2010-2011 Annual Report

**APPROVAL OF THE MINUTES**

Bill moved and Mary seconded that the minutes as amended of the Tuesday, February 28, 2012 Regular Board Meeting be approved.  
The motion passed unanimously.

**TREASURER'S REPORT**

Stephen Elliott read the Treasurer's Reports for February 2012.

As of February 29, TCM cash assets were \$82,973.28 in checking. Total assets and Liabilities & Equity were \$82,973.28. Total expenses year to date are \$17,026.72.

As of February 29 DDRB had \$3,090,486.73 in checking, \$82,973.28 in TCM checking and \$6,001,817.55 in short-term investments for a total in checking/savings of \$9,175,277.56. Total assets were \$10,730,365.66. Total liabilities and equity were \$10,730,365.66. Income for the month of February was \$252,350.10. Budgeted expenses for the month of February were \$370,151.95. February net income was -\$131,346.79. Year to date income was \$3,795,470.95. Year to date budgeted expenses were \$726,278.46. Net income year to date was \$3,050,234.74.

Mary moved and Linda W seconded that the Treasurer's Report for February be approved as read. The motion passed unanimously.



### **EXECUTIVE DIRECTOR'S REPORT**

Mailed approved board mtg. minutes from 1/31/2012 to Clay County Clerk; Reclassified Kuhlman expenses to account #9001 TCM build out; Ordered CASP office furniture for Phase I; Attended MACDDS meeting in Jefferson City; Attended The Future is Now: Supporting Real Lives, Real People in Columbia; Facilitated reconciliation of safety issue on one of Della Lamb vans; Participated in Northland Chamber of Commerce Business Fair; Coordinated completion of Phase I; Advised Board of meeting April 4 at 11 am with architect for Phase II; Advised Board the 2011 Financial audit would be presented by Bruce Cully, CPA at the 6:00 pm Finance Committee Meeting April 24, 2012; Announced Les Wagner has agreed to become the Executive Director of MACDDS effective July 1; Invited Board members to attend the MACDDS mid-year training in Columbia April 26.

### **COMMITTEE REPORTS**

**Executive Committee**--The Executive Committee did not meet prior to the Board meeting.

**Finance Committee**--The Finance Committee did not meet prior to the Board meeting.

**Services Committee**—The Services Committee did not meet prior to Board meeting.

**Long Range Planning Committee**—The Long Range Planning Committee did not meet prior to Board meeting. The Chairman announced the committee will be working on the DDRB web site with the IT department of Clay County.

**Board Owned Property Committee**—The Board Owned Property Committee did not meet prior to Board Meeting. Second quarter property inspections are scheduled for April 10, 2012 starting at 9:00 am at Ridgeway House. There will be a committee meeting at 5:30 April 24.

### **TCM Report**

Linda Holland gave a comprehensive report on the transition of Targeted Case Management from KCRO to CHS. There are currently 11 people employed. Two of those will begin employment April 2. Currently 162 consumers are being served. Two more case loads will be assigned later this week. CHS is waiting on MoHealthNet to provide a billing number. All billing is being entered into a data base until the number is assigned. The Mo Dept of Mental Health has suggested CHS bill under their number temporarily. CHS will bill Jan-Mar on April 20. To date CHS is able to bill for over \$88,000 for services provided.

**Developmental Disabilities Resource**

**Board of Clay County**

**March 27, 2012**

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**OLD BUSINESS:**

Committee assignments for 2012 were confirmed by the chairman.

**NEW BUSINESS:**

None

**COMMUNICATIONS: Guests**

Concerned Care-Announced the opening of a new ISL April 1.

Triality-Announced 1508 NW Vivion Rd as the new location for Day Hab Program.

VSI-Announced annual evening celebration May17.

NEEC-Announced Pioneer Run June 9.

TNC-Announced fundraiser June 23.

As there were no further discussions, the meeting be adjourned at approximately 7:20 p.m.

Respectfully submitted,

Charles Washburn  
Executive Director